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UNITED STATES GOVERNMENT

Memorandum

TO : OC Equipment Board Members

DATE: 22 June 1977

25X1 FROM :
OC Equipment Board Secretary

25X1 SUBJECT: Minutes of OC Equipment Board
Meeting No. 6-77

25X1 1. Meeting No. 6-77 of the OC Equipment Board
was held at 1000 hours on 14 June 1977, in Room 2D03 of
the Headquarters Building. The following persons attended:



DD/CO	Chairman
OC-O	Member
OC-E	Member
OC-S	Member
OC-CS	Member
OC-P&B	Member
OC-PS	Observer
OC-E	Guest
OC-O/ <input type="text"/>	Guest
OC-O/ <input type="text"/>	Guest
OC-E	Guest
OC-O/ <input type="text"/>	Guest
OC-E	Secretary

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25X1 2. The Chairman opened the meeting and intro-
duced who gave a short briefing on Network
Switching/Concentrator Project. This was followed by a
short discussion period. Several members asked when the
first operational assessment would be made. Mr.
replied that his best estimate was 30 June 1978.

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25X1 3. At this point, the Board moved to the
Cable Secretariat, 1A53, for a demonstration of the Xerox
9200 System by Xerox Representatives, Mr. Thomas A. Ryan
and Ms. Mili R. Hemelstrand and Cable Secretariat personnel.
After the demonstration, the Board returned to Room 2D03
and the Xerox Representatives gave a short presentation on
the merits of the 9200.

25X1 4. Upon the Departure of the Xerox Repre-
sentatives, discussion commenced on the need for high
speed reproduction equipment especially when the Cable
Dissemination System becomes operational. Some of the



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reasons given for choosing Xerox equipment are reliability and minimal down-time of equipment due to an on-site technician being provided. The question was then raised concerning how many of the ten Wage Board press operators, equivalent of GS-09, could actually be removed from the T.O. by adding more 9200 units? Mr. ☐ replied that ☐ would shop the press operators files to find them positions elsewhere in the Agency; however, it may take years to phase them out of the Cable Secretariat. The big personnel advantage would be that GS-05 clerical workers without specialized training could be used to operate the 9200, whereas the press operators require extensive outside training. Mr. ☐ asked when an overall reduction in people could be made? Mr. ☐ said that until an automated system, such as the Department of State's ARACS, is in operation no reduction could be made.

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5. ☐ At this point, Mr. ☐ requested that the Equipment Board continue the meeting in Executive Session and the Chairman concurred in this. After the guests had left the room, Mr. ☐ went on to express his concern that there is a need to follow through with personnel reduction programs after new automated systems go into operation. Experience indicates that the expected people savings never materializes. Discussions of this covered the following points: new systems are justified by stressing personnel reductions and these staffing reductions are never studied by the other OC components; there must be a method developed to force these cuts after a new system goes operational. The Chairman tasked Mr. ☐ to undertake a study of this problem and report back. Mr. ☐ mentioned another complaint which is the OC Program Packages do not include details on personnel and funds necessary to operate a system once it is operational.

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6. ☐ expressed doubts that the Equipment Board was the proper group to decide if OC-0/☐ acquires more Xerox 9200 Systems. The Chairman agreed and said he would tell Mr. ☐ to make the decision himself. The meeting was then adjourned.

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7. ☐ There are two corrections to the minutes of Meeting No. 5-77 which are as follows:

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Para 1 - should list ☐ vice Richard.

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Para 4 - "smoke detector systems....are being considered" vice "being planned".

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Distribution:

- 1 - DD/CO
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- 1 - C/OC-CS
- 1 - C/OC-P&B
- 1 - C/OC-PS
- 1 - Board Secretary

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Minutes Approved

[Redacted Signature Box]

Deputy Director of Communications

6.23.77

Date

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